



**Agenda**  
**City of Charlevoix Downtown Development Authority Meeting**  
**Monday, January 22, 2024 - 5:30 PM**  
**Council Chambers, City Hall**

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- 1. Call to Order**
- 2. Pledge of Allegiance**
- 3. Roll Call**
- 4. Inquiry Regarding Conflicts of Interest**
- 5. Consent Agenda**
  - A. Minutes
  - B. CLG Grant Letter of Support
- 6. Reports**
  - A. Junior DDA Project Update  
Lindsey Dotson, DDA Director
  - B. Financial Report
  - C. Director's Report  
Lindsey Dotson, DDA Director
  - D. Committee/Event Updates  
Lindsey Dotson, DDA Director
- 7. Old Business**
  - A. Updated Quote for BigBelly Systems  
Lindsey Dotson, DDA Director
- 8. New Business**
  - A. 107 Bridge Park Drive Proposal  
Lindsey Dotson, DDA Director
  - B. Bridge Park Building Maintenance Items  
Lindsey Dotson, DDA Director
  - C. Metered Parking Time Limit Discussion  
Lindsey Dotson, DDA Director
  - D. DDA Board Goals Review  
Lindsey Dotson, DDA Director

E. 2024-2025 DDA Budget

Lindsey Dotson, DDA Director

F. Closed Session: DDA Director's Annual Performance Review (MCL 15.268 (1a))

Lindsey Dotson, DDA Director

**9. Public Comment**

**10. Request for Future Agenda Items**

**11. Board Comments**

**12. Adjourn**

**Persons with disabilities who need an accommodation to fully participate in these meetings should contact the City Clerk's Office at 231-547-3250 or by email [clerk@charlevoixmi.gov](mailto:clerk@charlevoixmi.gov). A 24-hour notice may be needed for certain accommodations. An attempt will be made to grant all reasonable accommodations requests.**